




10-29-1906

## State Department Schedule Plan Showing Personnel Distribution, October 29, 1906

Francis Mairs Huntington-Wilson

Follow this and additional works at: [https://digitalcommons.ursinus.edu/fmhw\\_third\\_documents](https://digitalcommons.ursinus.edu/fmhw_third_documents)

 Part of the [Diplomatic History Commons](#), [Political History Commons](#), and the [United States History Commons](#)

[Click here to let us know how access to this document benefits you.](#)

---

### Recommended Citation

Huntington-Wilson, Francis Mairs, "State Department Schedule Plan Showing Personnel Distribution, October 29, 1906" (1906). *Third Assistant Secretary Documents*. 3.  
[https://digitalcommons.ursinus.edu/fmhw\\_third\\_documents/3](https://digitalcommons.ursinus.edu/fmhw_third_documents/3)

This Report is brought to you for free and open access by the Third Assistant Secretary of State (1906-1908) at Digital Commons @ Ursinus College. It has been accepted for inclusion in Third Assistant Secretary Documents by an authorized administrator of Digital Commons @ Ursinus College. For more information, please contact [aprock@ursinus.edu](mailto:aprock@ursinus.edu).

In obedience to your instruction of the 12th instant I have the honor to submit herewith a schedule of the Department showing the distribution of the personnel as it might be under my plan of organization. I have not ventured to eliminate from the departmental personnel anyone now employed excepting two persons for whom places could readily be found in the foreign service. Therefore the bringing in of the necessary persons from the foreign service has made the personnel somewhat unnecessarily numerous. Mr. Carr's name is also omitted, for the reason that in the new organization he would be most suitable as the additional assistant secretary. To make it possible to give to each assistant secretary (the three assistant secretaries as distinguished from the Secretary General, now the Assistant Secretary) the direction of that part of the work for which he might be best fitted, I would suggest that the numerical designation be dropped and that the three be called simply assistant secretaries. Under the plan they would rank according to seniority, their respective duties would be determined by the Secretary of State, and the Secretary of State would designate in each instance which assistant secretary should be in charge of the Department in the absence of both the Secretary and the Secretary General.

Next in importance to the politico-geographical division of the foreign correspondence personnel, is the project to transfer to the Department men in the foreign service who are specialists on certain groups of countries. This can hardly be done if men so transferred are to be asked to abandon their foreign service salaries and to come to Washington and face the American cost of living upon salaries much less adequate. It should be possible to order a minister of the lower grade, a secretary of embassy or legation, a consul-general of Class V, VI, or VII, or a consul of Class IV, V, VI, VII,



VIII, or IX, to return to the Department to be chief of foreign correspondence Bureau A, B, C, or D. To make it possible to do this without greatly reducing the salary in any case, the salaries of these chiefs of bureaux are accordingly placed at \$4000. Although salaries, wages, and the cost of living are generally far lower in Great Britain than in the United States, the salary for corresponding posts in the British Foreign Office varies, according to seniority, between a minimum of \$4500 and a maximum of \$5000. It should be possible, also, to transfer to each of the four foreign correspondence bureaux three or four lower secretaries of embassy or legation or consuls. Therefore the salaries of at least three or four posts in each of those bureaux should be at least \$2000. In the British Foreign Office the principal assistants in each division receive from \$3500 to \$4000. Similarly, some men from the foreign service should be in the Commercial Bureau, and the salaries there are adjusted accordingly. The only other offices in the Department where there is particular reason to have men from the foreign service are the Treaty Section in the Bureau of Personnel and Protocol, because a diplomatic officer is probably best qualified to be authority on style, form, ceremonial, and etiquette, and the chief of this section of the Bureau of Personnel and Protocol would study the form of documents and also would manage ceremonies and matters of precedence the arrangement of which fell to the Department of State; and the chief of the Mail & Telegraph Office, because a diplomatic officer would know the telegraph business from the outside end, and because this officer is to be also the more formal private secretary of the Secretary of State, - to present the foreign representatives, receive callers, etc. The salaries of these two offices are placed accordingly.

Of course an alternative method of arranging to bring these men into the Department from the foreign service would be possible if Congress should authorize the Secretary of State to designate

Note. The value of the pound is taken roughly at \$5.



diplomatic or consular officers to serve in the Department while retaining their diplomatic or consular characters and the salaries thereto pertaining. But this method would involve the appointment of a certain number of supernumerary diplomatic and consular officers and would be more expensive.

Since the designation of members of the foreign service to fill posts in the Department is to be for a period, after which they will be returned to the foreign service, it seems fair that they should retain by courtesy their designations as members of the diplomatic or consular service during their service in the Department. Although not material, this would facilitate the practice of interchange between the Department and the foreign service.

To conform more closely to the actual fact and the better to differentiate his responsibilities and duties, it is suggested that the designation of the Assistant Secretary of State be changed to "Secretary-General of the Department of State". Inasmuch as this official, at all times, to some extent, and especially when he is in charge of the Department, must share the burden of entertaining the diplomatic corps, it is suggested that his salary be raised to \$6000. It is noteworthy that the Assistant Secretary of Commerce & Labor, who has neither equivalent responsibilities nor social obligations, now receives \$5000.

I have thought it just, and calculated to prevent jealousies, that there should be a corresponding increase in the salaries of the corresponding officials in the remaining offices, to which it is not contemplated to call any men from the foreign service. If this is not thought necessary, the additional cost of this scheme will be much reduced. If all supernumeraries could be dispensed with, its cost would not seriously exceed that of the present organization.

The cost of the projected organization is increased \$14,300.00 by the transfer from the Bureau of Manufactures of that part of



their personnel which is engaged in the preparation and publication of the Consular Reports. This would be compensated, of course, by the same reduction in the estimates of the Department of Commerce & Labor. The Solicitor's salary is also transferred, in this scheme, from the budget of the Department of Commerce & Labor to that of this Department. This, of course, is a matter of form and is immaterial.

There are now in the Department very valuable men doing most responsible work on strikingly small pay - for example some of the present chiefs of bureaux, - and there are many men whose services are comparatively insignificant, drawing pay which, relatively, is excessively high, and who, in many cases, would not, outside the Government service, receive so much for such work as they do. An examination of the British Foreign Office list shows that all their higher officials are paid much more than ours while all their lower officials, messengers, et al., are paid very much less than ours. Perhaps the high cost of living in the United States justifies the high salaries of the lowest officials and employes of the Department. It certainly calls for an increase in the salaries of some of the higher ones.

The total cost of the personnel according to the accompanying schedule, capable of great reduction in the two ways I have mentioned and by other modifications, would be \$287,730.00. Subtracting the Solicitor's salary and the salaries of the personnel to be transferred from the Department of Commerce & Labor, which sums are now paid through other Departments, we have \$268,930.00. The present cost of the Department's personnel is \$208,970. The net increase would thus be \$59,960.00. The cost of the personnel of the British Foreign Office is \$277,080.00. (To this are added \$18,525.00 as salaries to King's messengers, making a grand total of \$295,605.00).

In considering the British Foreign Office budget it should be borne in mind that the publication of trade reports and several



other matters, are in England left to the Board of Trade; and moreover that our Department of State has several important functions quite unknown to the Foreign Offices of Europe.

It is thought that the greatest ultimate economy may be attained by concentrating the business of publishing foreign trade reports in the Commercial Bureau of the Department of State. At the least, three-fourths of the contents of the present "Consular and Trade Reports" consist in the reports of consular officers. A special bureau (the Bureau of Trade Relations of the Department of State) has now to be maintained merely for the purpose of selecting suitable matter for transmission to the Bureau of Manufactures in the Department of Commerce & Labor. Statements regarding the trade, finances, and manufactures of foreign countries which are published by this Government must be edited with due regard to the sensibilities of foreigners. It is patent that the Department of State, as authority on foreign relations, should logically conduct this editing and censorship. The Bureau of Manufactures would still have its work in investigating domestic conditions and in suggesting to the Department of State subjects for inquiry abroad. It could also, if it were thought desirable, transmit to the Department of State materials of its own to be embodied in the Consular & Trade Reports.

If it is not thought necessary to bring to the Department from the foreign service anyone higher in rank than a secretary of embassy or a lower grade consul, then the salary of the chiefs of Bureaux A, B, C, and D, could be reduced to \$3000. If the idea of uniformity of salary be abandoned, many other increases might be abandoned. The effects of these two changes and of all other reductions, (except the elimination of surplus personnel now employed) which might be made and which would still leave the possibility of generally carrying out the new plan, are indicated in red on the accompanying schedule. The minimum total thus required is \$256,830.00 Subtracting therefrom the cost of the personnel to be transferred



from the Department of Commerce & Labor, and the Solicitor's salary, charges heretofore paid out of the appropriations for other Departments, we have a total of \$238,030.00. This shows a net increase of only \$29,060.00 over the present cost of the personnel of this Department, - which, moreover, will be increased by \$14,060.00 if the estimates for next year are favorably acted upon by Congress. The minimum increase over the estimated cost for next year which the new plan involves, becomes, then, only \$15000.

The legislation to make possible this organization must then appropriate money for some increased salaries and for differently designated officers, to some extent in accordance with the accompanying schedule. In a certain number of cases the designation "secretary" is substituted for that of "clerk" as being more suitable for offices intended to be filled, often, by secretaries of embassy or legation or consuls. Although perhaps seemingly frivolous, this change will, in view of an undeniable prejudice, facilitate the filling of the posts in question by the desired men.

Another bit of legislation seems to be required to restore to the Department of State the business of issuing the Consular Reports. The Act of February 14, 1903, established the Bureau of Trade Relations of the Department of State "to formulate, under his (the Secretary of State's) direction, for the instruction of consular officers, the requests of the Secretary of Commerce & Labor; and to prepare from the despatches of consular officers, for transmission to the Secretary of Commerce & Labor, such information as pertains to the work of the Department of Commerce & Labor." The Act of February 14, 1903, states it to be "the province and duty of said Department (Commerce & Labor) to foster, promote, and develop the foreign and domestic commerce - - - - -" and authorizes the transfer to the Department of Commerce & Labor any offices engaged in statistical or scientific work. Section 4 of the same Act provides that "the Secretary of Commerce & Labor shall have control



of the work of gathering and distributing statistical information naturally relating to the subjects confided to his Department." It also gives the Secretary of Commerce & Labor authority "to call upon other Departments for statistics and results obtained therefrom, and to collate, arrange, and publish such statistical information so obtained in such manner as to him may seem wise." Section 5 of the same Act establishes the Bureau of Manufactures, which is to "foster, promote, and develop the various manufacturing interests of the United States, and markets for the same at home and abroad, domestic and foreign, by gathering, compiling, publishing, and supplying all available and useful information concerning such industries and such markets - - - " and requires that "all consular officers of the United States - - - , under the direction of the Secretary of State, - - - gather and compile - - - useful and material information and statistics - - - and - send - - - , under the direction of the Secretary of State, reports as often as required by the Secretary of Commerce & Labor - - - - - to be transmitted through the State Department to the Secretary of Commerce & Labor."

Apparently the legislative action necessary to replace the publication of the Consular Reports, at least, in the hands of this Department would not interfere with the usefulness or the legitimate activity of the Bureau of Manufactures. It is thought that this change would improve the Consular Reports and would put a stop to the appearance in their pages of matter offensive to foreign nations.



THE SECRETARY OF STATE.

-----  
Private Secretaries:-

E.J.Babcock, present salary \$2500.

R.W.Bliss, Second Secretary of Embassy. (Chief  
of the Mail and telegraph office).

Clerk:-

H.F.Neighbors, present salary ~~\$2550~~. (2250)  
-----

SECRETARY GENERAL OF THE DEPARTMENT OF STATE. (Salary \$6000.)  
(Present salary \$4500)  
-----

Private secretary:- W.A.Newcome, present salary \$1800.

This office to attend to all the business of the Secretary of State, including the reception of foreign representatives, the giving of information to the press, the keeping up of communication with the House and the Senate, especially the Foreign Relations and Foreign Affairs Committees, and any Committees or Departments of the Government interested in the particular matters pending.  
-----

ASSISTANT SECRETARY, DIRECTOR OF THE DIPLOMATIC DIVISION.  
(Salary \$4500.)

Private Secretary:- Miss M.A.Hanna, present salary \$1400.  
-----

ASSISTANT SECRETARY, DIRECTOR OF THE CONSULAR DIVISION.  
(Salary \$4500.)

Private Secretary:- , salary \$1800.  
-----

ASSISTANT SECRETARY, DIRECTOR OF THE ADMINISTRATION DIVISION.  
(Salary \$4500.)

Private Secretary:- , salary \$1800.

Total \$39,050

Minimum total \$37,550.



BUREAU A.

All correspondence and information relating to Mexico, Cuba, Central American States, West Indies, and South American States. Translation.

-----

CHIEF, (Salary \$4000), Thomas C. Dawson. Mr. Dawson's present salary is \$5000. He is the author of a splendid book on South America. His wife is a Latin-American of ----- . He has had nine years' experience in Latin-American countries. Appointed Secretary of the Legation at Rio de Janeiro June 28, 1897; appointed Minister Resident and Consul-General to Santo Domingo April 29, 1904. M'Crury, White, Bailey, or Brown - \$3000

-----

CONSULAR SECTION.

Secretary, (Salary \$2000) William Heimke, Secretary of Legation; Present salary \$2000. Appointed Vice-Consul at Chihuahua February 2, 1887; appointed Consul August 18, 1892; retired September 23, 1893; appointed Second Secretary of the Legation at Mexico May 3, 1897; appointed Secretary of the Legation at Bogota July 18, 1906.

Secretary, (Salary \$2000) Charles Lee Cooke. Present salary \$1400. In the Consular Bureau doing South American correspondence. Has had 5 years' experience as clerk.

Secretary, (Salary \$2000) David A. Salmon. Present salary \$1400. Mr. Salmon is an index specialist. Has been in the Index Bureau since July of this year. Was clerk in the War Department since 1898.

Secretary, (Salary \$1200) Samuel T. Lee. Present salary \$900. In Consular Bureau since July of this year. Has had about 6 years' experience in Government service in the Philippines and in Panama.

Clerk, J.L. Duncan, \$1400, six years in Department.

DIPLOMATIC SECTION.

Secretary, (Salary \$2000) F.M. Dearing. 2nd Secretary of Legation. Present salary \$1500. Has had two or three years' experience in Cuba and is well spoken of.

Secretary, (Salary \$2000) P.W. Eaton. Present salary \$1800. Has served two years in the Diplomatic Bureau doing correspondence with the Argentine Republic, Bolivia, Brazil, Chile, Ecuador, Paraguay, Peru and Uruguay. Total experience of 23 years as a clerk in the Government service.

Secretary, (Salary \$2000) J.H. Dorman, Jr. Present salary \$1200. Now in Diplomatic Bureau. Has had about three years experience in the Department of State. In the public service since 1899. Had two years' experience in Cuba as confidential clerk to the Inspector General, Division of Cuba, and in the Judge Advocate's Office and in that of the Legal Division of the Military Government in Cuba.

Secretary, (Salary \$1200) Charles A. Sidman. Present salary \$1200. Now in the Diplomatic Bureau. Has had three years' experience in the Department of State.

Stenographer-typists:- C. E. Gauss, \$900, entered the Department July, 1906. Miss Lawrence, \$1000, two years in the Department, Consular Bureau. Miss Crane, \$1200, four years in the Department, Consular Bureau.

Total \$24,100.  
Minimum total \$19,400.



BUREAU B.

All correspondence and information relating to Great Britain, British Colonies not elsewhere enumerated, Canada, Australia, New Zealand, Portugal, Spain, France, Morocco, Belgium, Switzerland, Abyssinia, Kongo, Persia. Translation.

CHIEF. (Salary \$4000). Sidney Y. Smith. Present salary \$2100. Chief of Diplomatic Bureau since 1897. In Government service since 1880.

*\$3000.*

CONSULAR SECTION.

Secretary, (Salary \$2000) Lewis Einstein, 2nd Secretary of Embassy; present salary \$1800. Appointed Third Secretary of the Embassy at Paris, June 5, 1903; appointed Third Secretary of the Embassy at London March 10, 1905; appointed Secretary of the United States Commission at the Moroccan Conference November 24, 1905; appointed Second Secretary of the Legation at Constantinople March 1, 1906; appointed Second Secretary of the Embassy June 28, 1906.

Secretary, (Salary \$2000) A.E. Ingram, <sup>x</sup> Consul. Present salary \$1200. Has been consular clerk for four years, prior to which he was two years a clerk under this Department. He has served in consulates in France, Belgium, Great Britain, Sweden and Germany.

Secretary, (Salary \$2000) E.L. Whitehouse, Consul. Present salary \$1800. Has served 16 years in the Department, Consular Bureau.

Secretary, (Salary \$2000) C. H. Campbell. Present salary \$1800. Has been clerk in this Department 24 years. Now in Consular Bureau.

Clerk, Francis O. St. Clair, \$1200, forty-one years in the Department.

Stenographer-typists:- Mrs. Moore, \$1200; Edwin Tarresse, \$1400; Miss Letterman, \$1400.

DIPLOMATIC SECTION.

Secretary, (Salary \$2000) Stanton Sickles, Secretary of Legation. Present salary \$2000. Appointed Secretary of the Legation at Madrid May 20, 1897; appointed Secretary of the Legation at Brussels October 17, 1903.

Secretary, (Salary \$2000) J.S. Martin, Jr.; present salary \$2100; once vice consul at Marseilles for two years. Since 15 years in this Department; now translator. Has extraordinary knowledge of the Department's correspondence.

Secretary, (Salary \$2000) G.L. Brist. Present salary \$1400. Index man. In Government service ten years.

Secretary, (Salary \$2000) A.B.C. Clement. Present salary \$1400. Clerk in the Department seven years.

*Maximum total \$25,200.  
Minimum total \$21,800.*

*x Now consular clerk.*



BUREAU D.

All correspondence and information relating to China, Japan, Korea, Siam, Straits Settlements, Borneo, East Indies, India, and Colonies not elsewhere enumerated. Translation.

-----

CHIEF. (Salary \$4000). Charles Denby. Present salary \$3000. Appointed Second Secretary of the Legation at Peking July 1, 1885; appointed First Secretary October 20, 1893; was Charge d'Affaires from March 17 to October 27, 1894; and from May 14 to August 1, 1896; resigned November 1897; appointed Secretary-General of the Provisional Government established by the allied powers for the District of Tientsin July 18, 1900; was foreign adviser to Viceroy Yuan Shih-Kai, Governor General of Chili, from August, 1902, to 1906; appointed Chief Clerk of the Department of State November 16, 1906.

-----

CONSULAR SECTION.

Secretary. (Salary \$2000). Herbert C. Hengstler. Present salary \$1600. Eight years in the Department, Consular Bureau.

Secretary. (Salary \$2000). F.D. Cloud. Now Student Interpreter at a salary of \$1000. Appointed Student Interpreter in China August 7, 1902; appointed also Vice and Deputy Consul at Antung February 4, 1904; appointed Vice and Deputy Consul at Hangchow June 30, 1904; retired as Vice and Deputy Consul at Hangchow June 30, 1906.

Secretary. (Salary \$2000). J.S. Skinner, present salary \$1200; one year in the Department, Index Bureau.

Secretary. (Salary \$2000). F.K. Nielson, present salary \$1200. Two years in the Department.

Clerk, E.C. Hall, present salary \$900, in Department one year.

DIPLOMATIC SECTION.

Secretary. (Salary \$2000) J.T. Coughlin, present salary \$1800. Twenty-two years in the Department, Diplomatic Bureau.

Secretary. (Salary \$2000) Louis G. Reinburg, present salary \$1600. Index man. About three years in the Department.

Secretary. (Salary \$2000) F.N. Bauskett, present salary \$1200. Two years in Department. Diplomatic Bureau.

Secretary. (Salary \$2000) E.C. Duffy, present salary \$1200. Four years in the Department. Index man.

Stenographer-Typists:- Miss Bertha S. Davis, \$1200, about four years in Department; L.C. Kane, \$900, in Department since August 4, 1906; Miss Greer, \$1400, in Department about eight years.

*Maximum total \$24,400.  
Minimum total \$19,400.*

23500  
7000  
20500



BUREAU C.

All correspondence and information relating to the German Empire, Austria Hungary, Russia, Roumania, Servia, Bulgaria, Montenegro, Turkey, Greece, Italy, Norway, Sweden, Denmark, The Netherlands, and colonies not elsewhere enumerated. Translation.

-----

CHIEF. (Salary \$4000). John B. Jackson, E.E. & M.P. Present salary \$7,500. Appointed Second Secretary of the Legation at Berlin December 30, 1890; appointed Secretary of the Embassy, November 15, 1894; appointed Envoy Extraordinary and Minister Plenipotentiary to Greece, Roumania, and Servia October 13, 1902; appointed Envoy Extraordinary and Minister Plenipotentiary to Roumania, Servia and Greece and Diplomatic Agent in Bulgaria June 5, 1903; appointed Envoy Extraordinary and Minister Plenipotentiary to Greece and Montenegro and Diplomatic Agent to Bulgaria March 8, 1905.

*Eddy, Moor, Rivers, <sup>Jay</sup> or Schuyler, \$3,000.*

CONSULAR SECTION.

Secretary, (Salary \$2000) J.R. Gow. Present salary \$1600; eight years in Department. Now in Consular Bureau.

Secretary. (Salary \$2000) Dean B. Mason, Consular Clerk, present salary \$1200. Appointed Vice Consul General at Frankfort December 13, 1895; appointed Vice and Deputy Consul General at Berlin March 8, 1899; appointed Consular Clerk June 8, 1899; appointed Vice and Deputy Consul General at Paris July 7, 1906.

Secretary. (Salary \$2000) G.H. Schultze, present salary \$1400. Index man. Five years in the Department. Ten years in other Government service.

Secretary. (Salary \$2000) Wilber Underwood, present salary \$1200. Index man. Seven years in the Department.

Clerk, Miss E.K. Hoyt, present salary \$1200, two years in Department.

DIPLOMATIC SECTION.

Secretary. (Salary \$2000) Julian Taylor, present salary \$1800. 21 years in the Department, -- Diplomatic Bureau.

Secretary. (Salary \$2000) Peter Augustus Jay, Secretary of Embassy. Present salary \$2625. Appointed Third Secretary of the Embassy at Paris October 13, 1902; appointed Second Secretary of the Legation at Constantinople June 5, 1903; appointed Secretary of the Legation September 8, 1903; appointed Secretary of the Embassy at Constantinople June 28, 1906.

Secretary. (Salary \$2000) Wilfred Stevens, present salary \$2100. Two years in Department as Translator. Twelve years in Government service.

Secretary. (Salary \$2000) S.M. Hamilton, present salary \$1600. Twenty-six years clerk in Department. Now in Diplomatic Bureau.

Stenographer-Typists:- J.D. Johnson, \$1200, one year in Department; Miss Goss, \$1200, thirteen years in Department; C.E. Sis, \$1200, two years in Department.

*Maximum Total \$24,800.  
Minimum Total \$21,000.*



LAW BUREAU.

The reference of legal questions and contentious matters.

Publication of the laws, treaties, and proclamations.

Correspondence with State Governments not falling naturally to any other office.

-----  
CHIEF. (Salary \$4500) J.B.Scott.

-----  
Assistant Solicitor: (Salary \$3000) J.R.Clark, Jr.  
" " " " Wm.C.Dennis.  
Law Clerk, (Salary \$2500), James T.DuBois.  
Assistant Law Clerk. (Salary \$1500) H.L.Bryan.

Clerks:

Henry B.Armes,	"	"	1800.
O.T.Cartwright,	"	"	1600.
G.A.Finch,	"	"	1200.
J.R.Baker,	"	"	1200.

Stenographer-Typists:- C.B.Welsh, present salary \$1200. Agnes K. Barker, present salary \$900.

Total. \$22,400



## COMMERCIAL BUREAU.

The collection of commercial information; publication of Consular Reports; copyright and the protection of industrial property; correspondence with business firms and associations and with individuals on commercial and industrial matters and related subjects, and in regard to scientific and industrial congresses of all kinds.

-----

CHIEF. (Salary \$4000). Chapman Coleman, Consul, present salary \$2500. Reciprocity expert. Appointed Secretary of the Legation at Berlin September 15, 1884; appointed Secretary of the Reciprocity Commission October 18, 1897; appointed Consul at Roubaix June 22, 1906.

----- ~~\$3000~~

### PUBLISHING SECTION.

Chief. (Salary \$2500) John B. Osborne, present salary \$2100. Reciprocity expert.

Secretary. (Salary \$2000). James C. Monaghan, present salary \$2100. Editorial work.

#### Clerks:-

Michael Scanlon, present salary	\$1800
August F. Collins, "	1200
Chas. S. Donaldson, "	1000
Charles H. Miller, "	1200
Charles H. Clifford, "	1200

### INFORMATION AND CORRESPONDENCE SECTION.

Chief. (Salary \$2500) N. I. Stone, present salary \$2100. Tariff expert.

Secretary. (Salary \$2000) John R. Buck, present salary \$2100. Seven years in Department. Index man.

#### Clerks:-

W. P. Jones (Salary \$1400) Five years in the Department of State.

Stenographer-Typists:- Miss M. G. Markoe, \$1200; Mrs. S. A. Yale, \$1200; Mrs. M. M. Whitwell, \$1000; Miss Marianna Davis, \$1200, appointed 1906; Miss S. A. Lockwood, \$1000, 24 years in Department; Miss Juliana W. Gales \$900, 23 years in Department.

*Maximum total \$27,300*  
*Minimum total \$25,500*



BUREAU OF PERSONNEL AND PROTOCOL.

CHIEF.- One of the Assistant Secretaries.  
-----

SECTION OF PERSONNEL.

Recommendations, appointments, examination papers, commissions, oaths, bonding, notifications, efficiency records, departmental, diplomatic and consular lists, control of Departmental personnel.

Chief. (Salary \$3000). Miles M. Shand; present salary \$1800. Expert on personnel, etc. Twenty-four years in the Department, - Consular Bureau.

Secretary. (Salary \$2000) Stephen Quigley, present salary \$1600. Four years in the Department, Bureau of Appointments.

Clerks:-

G.M. Gehringer, present salary \$1200. Index man. Two years in the Department.

Otis G. Stanton, present salary \$1200. Three years in the Department.

George B. Stambaugh, present salary \$1000.

Charles Jenkinson, present salary \$900..

Wm. T. Kavanagh, present salary, \$900.

TREATY SECTION.

Treaties, conventions, ratifications, extradition papers, proclamations, executive orders, ceremonial letters of credence and recall, etc.

\$2000.

Chief. (Salary \$3000). Irwin B. Laughlin, Secretary of Legation. Present salary \$1800. Appointed Private Secretary to the Envoy Extraordinary and Minister Plenipotentiary to Japan January, 1904; appointed Second Secretary to the Legation at Tokyo January 13, 1905; appointed Secretary of the Legation and Consul-General at Bangkok June 28, 1906. He has a special talent for detail and all matters of style in drawing up documents and for ceremonial and etiquette.

Secretary. (Salary \$2000). Wallach A. McCathran, present salary \$1400. Six years in the Department. Now in Chief Clerk's office.

Engrossing Clerk. (Salary \$2000) E.B. Russ, present salary \$1400. Engrossing expert now is the Diplomatic Bureau. Five years in the Department. Total Government service sixteen years.

PASSPORT SECTION.

Passports, citizenship and naturalization.

Chief. (Salary \$3000). Gaillard Hunt, present salary \$2100. Nineteen years in the Department. Chief of present Passport Bureau.

\$1600.

Secretary. (Salary \$2000). - - - - -

Clerks:-

D.S. Waters, present salary \$1200. Three years in the Department.

R.W. Flourney, Jr., present salary \$1200. Three years in the Department.

Miss Jennie A. Cook, \$900, appointed 1906.



BUREAU OF PERSONNEL AND PROTOCOL. (Continued).

TREATY SECTION. (Continued).

Clerks:-

F.H.Peabody, present salary, \$1200.

Mrs.E.M.Sheridan, present salary  
\$1400, five years in Department,  
translator and copyist.

Stenographer-Typists:- John Kieley, present salary \$1000; Miss Romeyn \$1000,  
three years in Department.

*Maximum total \$30,100*  
*Minimum total \$25,000.*



MAIL AND TELEGRAPH OFFICE.

Chief and custodian of the most secret ciphers, a private Secretary to the Secretary of State.

Cipher expert (to serve at least a few months yearly to perfect secrecy and economy of ciphers).

This bureau handles all mail and telegrams. Mail the origin of which cannot be seen from the exterior will be opened, under direction of the chief and sent to the proper person.

-----  
CHIEF. (Salary \$2000). R.W.Bliss, 2nd  
Secretary of Embassy. Appointed Consul  
At Venice June 18, 1903; appointed  
Second Secretary to the Embassy at  
St.Petersburg October 10, 1904.  
-----

(Cipher Expert. (Salary \$3000?))

Clerks:-

James R. O'Bryon, present salary \$1800.

T.J.Newton, present salary \$1800, index  
man with experience in cipher work.

E.C.Stewart, present salary, \$ 1600. (telegraph operator)

L.A.Merritt, present salary, 1400. "

Walter Scott, " " 1600.

H.C.McArthur, " " 900.

E.P.Walker, " " 720.

E.A.Greer, " " 720.

{ Messenger  
{ Messenger

Maximum total \$15,540  
Minimum total \$12,540



OFFICE OF LIBRARY AND ARCHIVES.

Custody and purchase of books and custody of the older archives.

-----  
CHIEF. (Salary \$3000). William McNeir,  
present salary \$2100.  
-----

Clerks:-

John A. Tonner,	present salary,	\$1600
W.R.McDowell,	"	1400
Henry G. Crocker,	"	1400
Samuel B.Crandall,	"	1200
Lucy E.Abbot,	"	1200
Kathryn Sellers,	"	1200
Laura Cramer,	"	900

*Maximum total \$11,900.*

*Minimum total \$11,000.*



ACCOUNTS AND DISBURSING OFFICE.

To be the disbursing office of the Department; to have all information in regard to financial ways and means and to pass, as such only, on proposed disbursements; to be the channel of communication between the Department and the Treasury in regard to accounts and the annual estimates; to pass upon the correctness of accounts approved as just by the office concerned.

-----

CHIEF. (Salary \$3000). Thomas Morrison, present salary \$2100. *+ \$200 as disbursing officer*  
*= \$2300.*

-----

DEPARTMENTAL SECTION.

Chief. (Salary \$2000). E.M. Aten, present salary \$1400.

Clerks:-

G.F. Randolph, present salary \$1200.  
Emily S. Morrison, " " 900.

DIPLOMATIC SECTION.

Chief. (Salary \$2000) Ward A. Fitzsimmons, present salary \$1800.

Clerks:-

A.E. Marschalk, present salary \$1400.  
W.E. ~~Stuart~~ Stewart, present salary \$900.

CONSULAR SECTION.

Chief. (Salary \$2000). James H. Tibbitts. Present salary \$1800.

Clerks:-

Maitland S. Wright, present salary \$1200.  
Preston B. Duff, present salary \$900.  
Percy F. Allen, present salary \$900.  
W.W. Rogers, present salary \$1400,  
five years in the Department.

*Maximum total \$17,800*  
*Minimum total \$16,100.*



STOREKEEPER:- Thomas Griffin, present salary \$1600.

Clerks:- G.F.Randolph, \$1200; Alfred Cammach, \$1000.

Packer, A.H.Clements, \$720.

*Total \$4,520,*

-----  
Janitor of the building and Chief Messenger. Duty to keep the building clean and to control messengers who serve the different offices.  
-----

( This arrangement is not practicable pending the installation of the Department of State in a separate building.)  
-----

Messengers and laborers as at present:-

Chief Messenger (\$1,000). Edward A. Savoy.

Messengers (\$840). William Freer.  
John S. Butler.

Messengers (\$720). Henry W. Freeman.  
Russell N. Boyd.  
John Barry  
James Quinn  
Richard H. Hawkins  
James S. Swann  
Albin F. Fairall  
Lloyd Sharps  
Daniel M. Magruder.  
Robert P. Leftridge  
Levi Austensen  
Howard Sangston  
Colbert S. Syphax  
Isaac Edwards  
John T. Griffin  
Julian Taliaferro  
Edmund Barry  
Charles M. Pugh  
Burton A. Brooks  
Frank Johnson.

Telephone switchboard operator (\$720) E.Maurie Peregrine.

Laborers (\$600). Carothers Smith  
James O. Holmes  
Irving Jackson.  
Charles W. Drury

Messenger boy (\$420) Frederick Remler.

*Total \$20,620.*



TO BE TRANSFERRED FROM THE DEPARTMENT TO THE FOREIGN SERVICE.

-----

Charles Ray Dean, present salary \$2100 as Chief of the Bureau of Appointments, to be sent abroad as a secretary of embassy or legation or as a consul. Mr. Dean was appointed confidential clerk to the Assistant Secretary of State at \$1200 June 1, 1900; at \$1,400 July 1, 1901; at \$1800 July 1, 1902; clerk class four July 7, 1903; designated a delegate on the part of the Department of State to the Eighth International Geographic Congress at Washington July 22, 1904; appointed Chief of the Bureau of Appointments April 4, 1905; appointed Secretary of the Delegation of the United States to the Third International Conference of American States at Rio de Janeiro March 2, 1906.

-----

Percival Gassett, present salary \$1800 as private secretary to the Third Assistant Secretary, to be sent abroad as a consul of class IX. He has not the qualifications of a good private secretary but he would make a very creditable consul. Appointed clerk in the War Department at \$900 August 21, 1902; transferred to the Department of State at \$900 March 7, 1903; appointed confidential clerk to the Third Assistant Secretary of State, temporarily, at \$1800, June 1, 1903; reappointed clerk at \$900 October 23, 1903; at \$1,000 November 19, 1903; class four January 18, 1904; to take effect January 21, 1904.



RELATIVE COST OF OLD AND NEW ORGANIZATIONS.

Present cost of the personnel of the Department of State,-----	\$208,970
Salary of the Solicitor of the Department of State, paid through the Department of Justice,-----	4,500
Cost of personnel of the Section of the Bureau of Manufactures of the Department of Commerce and Labor which prepares and publishes the Consular Reports,-----	<u>14,300</u>
Present total cost of personnel, including the Solicitor and those engaged (in the Department of Commerce and Labor) in publishing Consular Reports,-----	\$227,770
Increase in cost of personnel of the Department of State for which appropriation is to be requested of the coming Congress,-----	<u>14,060</u>
Grand total estimated for next year, including salaries of Solicitor and Consular Reports Section of Bureau of Manufactures,-----	\$241,830
Maximum total cost of personnel under new plan, including Solicitor and personnel of Consular Reports Section of the Bureau of Manufactures,-----	\$287,730
Minimum practicable total cost of above,-----	\$256,830
Maximum increase over present cost involved in adopting new plan,-----	\$59,960
Maximum increase in the new plan over estimated cost under appropriations to be asked of the coming Congress,-----	\$45,900
Minimum increase, involved in adopting new plan, over present cost,-----	\$29,060
Minimum increase, involved in adopting new plan, over estimated cost under appropriations to be asked of the coming Congress,-----	<u>\$15,000</u>



### A FEW COMPARATIVE NOTES.

Cost of British Foreign Office personnel, not including the publication of trade reports and considerable other business done by the Department of State,-----	\$277,080
Salary of an Assistant Secretary in the British Foreign Office,-----	\$6,000 to \$12,500
Salary of a Chief of Bureau in the British Foreign Office,-----	\$4,500 to \$5,000
Salary of a principal assistant in a Bureau of the British Foreign Office,-----	\$3,500 to \$4,000
Salary of Chiefs of Division in the Treasury Department of the United States,-----	\$2,500 to \$3,500
Salary of Assistant Chiefs of Division in the Treasury Department of the United States,-----	\$2,000 to \$2,700
Present salaries of Chiefs of Bureau in the Department of State,-----	\$2,100
Present salaries of assistants of above, (maximum),-----	\$1,800
Assistant Secretary of Commerce and Labor,-----	\$5,000
The Assistant Secretary of State,-----	\$4,500

#### Note:-

An examination of the cost of the French Foreign Office personnel is less suggestive, because salaries, wages and the cost of living are vastly lower in France, and still more because many persons work as honorary officials. Such an economy, which would preclude from our service men of small means, would certainly be contrary to American ideas.



LEGISLATION NECESSARY TO NEW ORGANIZATION:

To appropriate specific salaries to pertain to a certain number of posts in the Department and to give to those posts new designations, such appropriation to involve a slight increase over the present estimates for next year;

To permit men from the diplomatic and consular service who may be called to fill posts in the Department to retain, by courtesy, the designations they had in the foreign service.